

Rural Municipality of Clayton No. 333

Meeting Minutes

Regular January 13, 2021 - 09:00 AM

113 1 Ave. N., Hvas, SK

Electronic Meeting via Zoom Meeting ID: 851 8557 1058

In Attendance:

Reeve Griffith, Councillor Hicks, Councillor Jacquemart, Councillor Serdachny, Councillor Perepeluk, Councillor Rubletz, Councillor Ball, Acting Administrator Papp

Call To Order

A quorum being present, Reeve Hal Griffith called the meeting to order at 9:00 am. The Council Meeting is held via electronic means due to the COVID-19 pandemic social distancing recommendations.

Addition to Agenda

THAT we add Fire Dispatch Contract with the Saskatchewan Public Safety Agency to the agenda.

Conflict of Interest

THAT no one declared a Conflict of Interest.

Confirmation of Minutes

2021-0001 **Moved by:** Councillor Lorne Ball

THAT we adopt the minutes of the December 9, 2020 meeting as circulated.

CARRIED

Maintenance Workers Report

2021-0002 **Moved by:** Councillor Duane Hicks

THAT the Maintenance report be approved as presented. We authorize the purchase a fuel tank for the John Deere tractor, pins and bushings for the backhoe and proceed with repairs to the Case tractor;
THAT we invite a RM of Keys representative to our next meeting regarding hauling from Buffalo Hump Gravel Pit.

CARRIED

Financial Statements

2021-0003 **Moved by:** Councillor Darin Jacquemart

THAT we approve the Statement of Financial Activities for the month of December as circulated.

CARRIED

List of Accounts for Approval

2021-0004 **Moved by:** Councillor Ron Perepeluk

THAT we approve the circulated List of Accounts for Approval in the amount of \$251,341.36 which includes accounts payable batches 2020-00156 to 2021-00005.

CARRIED

Additional Bills

2021-0005 **Moved by:** Councillor Dwight Rubletz

THAT we pay the presented additional bills in the amount of \$26,996.25 which includes our insurance renewal with Miller Agencies.

CARRIED

Bank Reconciliation

2021-0006 **Moved by:** Councillor Dean Serdachny

THAT the Bank Reconciliation for the months of November and December be approved as circulated.

CARRIED

Initials: DA RP

- 2021-0007 **Correspondence**
Moved by: Councillor Lorne Ball
 THAT the circulated correspondence be filed for future reference.
- **SMHI** – Yearly claim letter
 - **APAS** – December 2020 APAS in Action
 - **Ministry of Government Relations** – Municipalities Today December 2020 edition
 - **Christmas card to staff** – Grace Yagelniski
 - **APAS** – December 2020 Rural Connectivity Task Force
 - **PRWMA** - January 25 Meeting Package
- CARRIED**
- 2021-0008 **Directional Drilling Request**
Moved by: Councillor Ron Perepeluk
 THAT the Rural Municipality of Clayton No. 333 has given permission to Howard's to directional drill under Township Road 380 for the purpose of water well line access between SW 03-38-01 W2 and NW 34-37-01 W2; FURTHERMORE, THAT they have been in contact with the municipality since October 2020 on this matter.
- CARRIED**
- 2021-0009 **PRWMA Board Nomination**
Moved by: Councillor Duane Hicks
 THAT we nominate Lorne Ball as a board member of the Parkland Regional Waste Management Authority.
- CARRIED**
- 2021-0010 **APAS Membership**
Moved by: Councillor Darin Jacquemart
 THAT we join APAS for the 2021 year and pay the levy of \$14,656.88.
- CARRIED**
- Dyck Memorial Road Bridge**
- 9:35 am - Council Chamber closed for legal discussion
 - 9:55 am - Council Chamber reopen
- Discussion**
- Gravel Crushing for 2021
 - Danbury Hall
 - George Gordon (Prairie Trail) Surveying
- 2021-0011 **Employee Review - Tanya Papp**
Moved by: Councillor Ron Perepeluk
 THAT we increase Tanya's wage to \$30.00/hour for 2021 effective January 1, 2021.
- CARRIED**
- 2021-0012 **Agricultural Edition**
Moved by: Councillor Dwight Rubletz
 THAT don't run our regular ad in the Agricultural Edition of the local newspapers.
- CARRIED**
- 2021-0013 **Cancellation Requests for SAF Leases**
Moved by: Councillor Dean Serdachny
 THAT we send the cancellation requests to the Ministry of Agriculture for the leased lands that are in arrears.
- CARRIED**

2021-0014 **Tax Abatement and Interest Cancellation**
Moved by: Councillor Lorne Ball

THAT we abate the 2020 taxes and 2021 interest on Tax Roll # 1681 in the amount of \$8.97 and the 2021 interest on Tax Roll # 326, 393, 416, 721 and 719 in the amount of \$72.12.

CARRIED

2021-0015 **Sale of SAF Land - NW 19-36-03 W2**
Moved by: Councillor Lorne Ball

THAT council has no interests in NW 19-36-03 W2 land, there is not an issue with access, the sale will not restrict access to other land therefore, council approves the sale of this land.

CARRIED

2021-0016 **TIPS Grant**
Moved by: Councillor Duane Hicks

THAT the RM population for the TIPS grant be divided as follows; Sturgis - 59, Hyas - 70, Norquay - 261, Stenen - 100, Sandy Beach - 102. If any of the boards do not require the grant, those shares shall be split between the remaining parties in ratio.

CARRIED

2021-0017 **Administrator Resignation**
Moved by: Councillor Darin Jacquemart

THAT we accept Administrator Rhonda Bellefeuille's resignation with January 2, 2021 being the last day of her contract.

CARRIED

2021-0018 **Appointment of Acting Administrator**
Moved by: Councillor Ron Perepeluk

THAT the Council of the Rural Municipality of Clayton No. 333 appoints Tanya Papp as Acting Administrator effective January 3, 2021.

CARRIED

2021-0019 **Signing Authority**
Moved by: Councillor Dwight Rubletz

THAT in accordance with Section 115(5) of the Municipalities Act, the Rural Municipality of Clayton No. 333 hereby appoints signing authority to be one member of council and one member of administration as follows:

- Reeve Hal Griffith, or
- Deputy Reeve Darin Jacquemart; and
- Administrator Tanya Papp

AND FURTHER THAT Rhonda Bellefeuille be removed and Tanya Papp and Lise Carpentier be added, as authorized officers on all accounts associated with the Rural Municipality of Clayton No. 333 including but not limited to:

- Affinity Credit Union Online Banking Access
- Telpay Services
- MEPP
- CAFT
- Utility Accounts including SaskPower, SaskTel, SaskEnergy
- Canada Revenue Agency Payroll Accounts and Business Accounts
- Revenue Canada's online WEB services

CARRIED

Initials: HJ JP

2021-0020 **Municipal Revenue Sharing Declaration**
Moved by: Councillor Dean Serdachny

THAT the Council of the Rural Municipality of Clayton No. 333 confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing Grant:

- Submission of the 2019 Audited Financial Statement to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property Taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct;
- All members of council have filed and annually updated their Public Disclosure Statements, as required; and
- The municipality does not run a Municipal Waterworks System.

FURTHER THAT we authorize the Administrator to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

2021-0021 **Saskatchewan Public Safety Agency**
Moved by: Councillor Lorne Ball

THAT we sign the Fire Dispatch Contract with Saskatchewan Public Safety Agency.

CARRIED

2021-0022 **Adjournment**
Moved by: Councillor Darin Jacquemart

THAT we adjourn this meeting at 11:55 am.

CARRIED



Reeve



Administrator